

TOWN OF BASSENDEAN
NOTICE OF A MEETING OF THE
LOCAL STUDIES COLLECTION MANAGEMENT
COMMITTEE

Dear Committee Member

A meeting of the Local Studies Collection Management Committee is to be held in the Council Chamber, 48 Old Perth Road, Bassendean, on Thursday, 3 August 2017, commencing at 9.30am.

Mr Bob Jarvis
CHIEF EXECUTIVE OFFICER

27 July 2017

A G E N D A

1.0 **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Acknowledgement of Traditional Owners

The Town of Bassendean acknowledges the traditional owners of the land on which we gather to conduct this meeting, and pays its respects to their Elders, both past and present.

2.0 **PUBLIC QUESTION TIME AND ADDRESS BY MEMBERS OF THE PUBLIC**

Members of the public who wish to do so may ask questions or address the Committee at this point in the agenda.

3.0 **ATTENDANCES, APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE**

4.0 DEPUTATIONS

5.0 CONFIRMATION OF MINUTES

5.1 Minutes of the Meeting held on 4 May 2017

OFFICER RECOMMENDATION – ITEM 5.1

That the minutes of the meeting held 4 May 2017 be confirmed as a true record.

6.0 DECLARATIONS OF INTEREST

7.0 BUSINESS DEFERRED FROM PREVIOUS MEETING

8.0 REPORTS

8.1 Local Studies Librarian's Report

GENERAL

The Local Studies Librarian attended the book launch for Gina Williams' song Wanjoo, at Bassendean Memorial Library on 20 May 2017 with Councillors, staff, invited guests, staff and students from Ashfield Primary School, Guy Ghouse and members of the community.

The Annual Library History Lecture, organised by the Local Studies Librarian, took place on 14 June and was presented by former Mayor and local author Mr Bevan Carter. Mr Carter spoke about the Aboriginal history of Bassendean. Approximately 40 people attended, with questions and discussion at the conclusion. The lecture supported the Reconciliation Action Plan of the Town of Bassendean and raised awareness of local history and the Local Studies Collection. Attendees received a 'gift bag' of Library publications and promotional material about the NAIDOC event hosted by the Town of Bassendean.

The Local Studies Librarian has attended three Reconciliation Action Plan working group meetings with consultants David Ashton and Christine Sindely and colleagues from the Town of Bassendean.

The Local Studies Librarian has provided biographical information to planning colleagues about the Abell and McKinlay families prior to proposed naming of the respective reserve and laneway in the Town of Bassendean.

VOLUNTEERS

Four valued volunteers continue to assist the Local Studies Librarian with administrative tasks including the rates book index project, filing, genealogical research and the provision of the monthly guided walk.

WEBSITE AND FACEBOOK

The Local Studies Librarian continues to provide ongoing information about street naming origins and photographs and information for Tuesday Treasures on the Library Facebook page.

TRAINING/PLANNING/PERSONAL DEVELOPMENT

The Local Studies Librarian attended following training and professional development events:

- Australian Library and Information Association (WA Branch) Leadership event at the State Library on 19 May, with guest speakers Dr Carmen Lawrence, former Premier of WA, and Jennifer Nicholson, former secretary of International Federation of Library Associations.
- WA State Heritage and History Conference on 11-12 May at Perth Concert Hall, hosted by the City of Perth and State Heritage Office. With four concurrent sessions, it was often a difficult choice of which speaker to attend. It was an ideal networking opportunity and both interesting and inspiring to learn about developments in other organizations and collections. The pre-conference excursion included visits to the Perth City Library and Local History Collection, the State Records Office and Battye Library.

- The Trove Roadshow by the National Library at the State Library of Western Australia on 8 June. As a result, The Local Studies Librarian has created over thirty five lists on a variety of topics, places and people relevant to Bassendean. This allows people anywhere to access information about local places, persons or groups at a single link on Trove- collating information for easy access regardless of its format or location.
- Driver awareness training at the Town of Bassendean on 31 May, a one day course aimed to increase awareness of safety practices when driving vehicles at the Town of Bassendean.

VISITS/OUTREACH

The Local Studies Librarian attended following events and meetings:

- The Danjoo Koorliny Reconciliation event at Mary Crescent Gathering Site on 25 May. It was an opportunity to communicate with local members of the aboriginal community and to observe the annual ceremonial tree planting and support the Town of Bassendean' Reconciliation Action Plan.
- As a guest speaker at the Bassendean Over 55's lunch on 28 June. This was an opportunity to promote the Local Studies Collection and provide information in the form of a local history quiz. Participants viewed photographs needing identification and assisted with information where possible.
- Visit to the Bassendean Bowling Club in order to become familiar with the wealth of information about the history of the club contained within the building as part of ongoing relationships with community groups.

DISPLAYS

The Local Studies Librarian provided the NAIDOC display in the Bassendean Memorial Library.

The Local Studies Librarian contributed to the Library's display about Jane Austen (to mark 200 years since her death.)

COLLECTION MANAGEMENT

Processing

Indexed Bassendean Briefings vol 115

Newspapers- 44

Books - 8

Rates Book Indexing 56619

Cataloguing project May-June: processed 144 items (monographs, reports, serials, DVDs, CDs and other formats).

The Local Studies Collection continues to receive publications including History West, Western Ancestor, The Enrolled Pensioner Guard Gazette, The Westland, Friends of Battye Library Newsletter and local newsletters and minutes of meetings from sporting clubs and local groups.

New items

Genealogical information about the McCashney and O'Rourke family.

Newspaper articles about the Bassendean Cricket Club and Bassendean Kindergarten.

Strategic community plan 2017-2027 / Town of Bassendean Regional Advocacy Strategy 2016-2020 (EMRC)

Regional Integrated Transport Strategy 2017-2021 (EMRC)

Regional Economic Development Strategy (EMRC)

Regional Road Safety Plan 2015-2018 (EMRC)

Regional Digital Strategy (EMRC)

Heritage trails in Western Australia by Avril S. O'Brien

Anzac Day Speech (2017)

An Industrial History of Bassendean by Cheryl Hall (thesis) 1967

Maiden speech by Senator Ruth Coleman.

Condolences in Hansard for Senator Ruth Coleman.

Oral History

The committee has compiled a list of people to be interviewed for 2017/2018 financial year. The interview with Shirley Harris will be undertaken as soon as possible.

Enquiries

- Information about copyright
- Information about houses x4
- Query about 1 Surrey Street
- history of banking
- Family history
- History of Guildford
- How to research local history
- General advice on genealogical research
- General history about the Town of Bassendean

HISTORY BOOK STEERING COMMITTEE

The History Book Steering Committee met on Monday 24 July. Jill Ruse has completed the layout of the book and copies of the manuscript have been distributed to the committee members (Jennie Carter, Paul Bridges, John Gangell) for consideration. Additional changes, suggestions and queries are to be provided to Jill Ruse on Monday 14 August. The Committee will meet on Monday 28 August to review the final draft. Remaining items to decide and act upon are: final changes to text, selection of cover image, organizing ISBN number and progressing printing quotes and contracts. The Committee agreed upon the title of the book: 'Bassendean- a political history 1979-2015'.

OFFICER RECOMMENDATION – ITEM 8.1

That the Local Studies Librarian's report be received.

8.2 Financial Activity Statements

The Financial Activity Statement as at 30 June 2017, is shown below.

LOCAL HISTORY INCOME 2016/2017		
Date	Description	Credit
	Income as at 26 April 2017	\$ 24.00
		\$ -
	Income Received from 27 April 2017 to 30 June 2017	\$ -
	SUMMARY	
	Total Income for 2016/2017 - from 01/07/2016 to 30/06/2017	\$ 24.00
	Budget for 2016/2017	\$ 7,000.00
	Income required to meet Budget	\$ 6,976.00

LOCAL HISTORY PROJECT EXPENSES 2016/2017		
Date	Description	Debit
	Expenditure as at 26 April 2017	\$ 9,277.45
	Expenditure from 27 April 2017 to 30 June 2017	
16/5-27/6/17	Staff time for Cataloging	1930.19
21/06/2017	ENTITY MEDIA FOR RECORDING, EDITING AND SUPPLY OF DVD (15) OF ANNUAL LIBRARY HISTORY LECTURE ON 14 JUNE 2017	1500.00
		\$ 12,707.64
	Expenditure (inc O/S PO's) From 27 April 2017 to 30 June 2017	\$ 12,707.64
	SUMMARY	
	Total Expenditure 2016/2017 - from 01/07/2016 to 30/06/2017	\$ 12,707.64
	Budget for 2016/2017	\$ 13,200.00
	Balance of Expenditure to Budget	\$ 492.36

The Financial Activity Statement from 1 to 25 July 2017, is shown below.

LOCAL HISTORY INCOME 2017/2018		
Date	Description	Credit
	Income as at 25 July 2017	
13/07/2017	ADMIN FEE :	\$ 5.00
	Income Received from 01 July 2017 to 25 July 2017	\$ 5.00
	SUMMARY	
	Total Income for 2017/2018 - from 01/07/2017 to 25/07/2017	\$ 5.00
	Budget for 2017/2018	\$ 800.00
	Income required to meet Budget	\$ 795.00

LOCAL HISTORY PROJECT EXPENSES 2017/2018		
Date	Description	Debit
	Expenditure from 01 July 2017 to 25 July 2017	
17/07/2017	ORAL HISTORY ASSOCIATION OF AUSTRALIA OHAAWA MEMBERSHIP RENEWAL IN FINANCIAL YEAR 2017 - 2018	\$ 59.09
21/07/2017	TOWN OF BASSENDEAN-PETTY CASH-PLEASE PAY CASH LIBRARY - LOCAL STUDIES - STREET DIRECTORY	\$ 13.64
		\$ 72.73
	Outstanding Purchase Orders	
18/07/2017	ORAL HISTORY INTERVIEW AND TRANSCRIPT WITH SHIRLEY HARRIS	\$ 909.09
		\$ -
	Expenditure (inc O/S PO's) From 1 July 2017 to 25 July 2017	\$ 981.82
	SUMMARY	
	Total Expenditure 2017/2018 - from 01/07/2017 to 25/07/2017	\$ 981.82
	Budget for 2017/2018	\$ 13,000.00
	Balance of Expenditure to Budget	\$ 12,018.18

OFFICER RECOMMENDATION – ITEM 8.2

That the Financial Activity Statements, be received.

9.0 MOTIONS FOR WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

10.0 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

11.0 CONFIDENTIAL BUSINESS

12.0 **CLOSURE**

The next meeting date is to be held on Thursday 5 October 2017 at 9.30am.